CITY OF GILLETTE
www.gillettewy.gov

ADMINISTRATION
PHONE 307-686-5203

MEMORANDUM

TO: **Mayor and Members of the City Council**

FROM **Michael Cole, City Administrator**

RE: **General Information**

DATE: **October 9, 2026**

The following meetings are scheduled for the week of **October 10-16, 2026**

Wednesday, October 14th **4:00 p.m. Youth Treatment Court Graduation**
Campbell County Courthouse, Circuit Courtroom B

1. Attached please find **current sales tax data** provided by **Finance Director Henderson**.

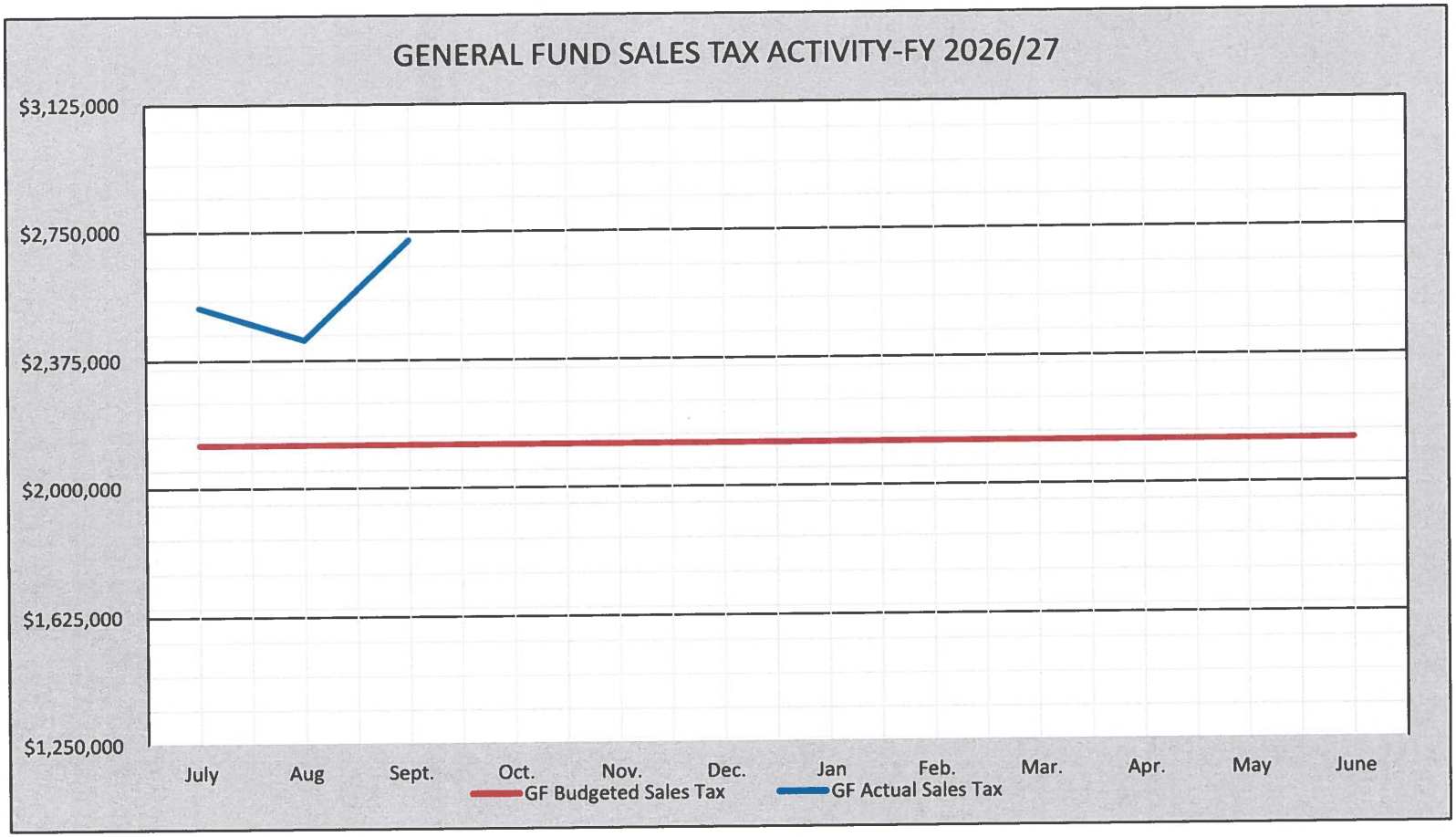
2. Attached please find an **agenda** dated **October 8, 2026** and **meeting minutes** dated **September 10, 2026** for the **Campbell County Public Land Board** provided by **Cam-Plex**.

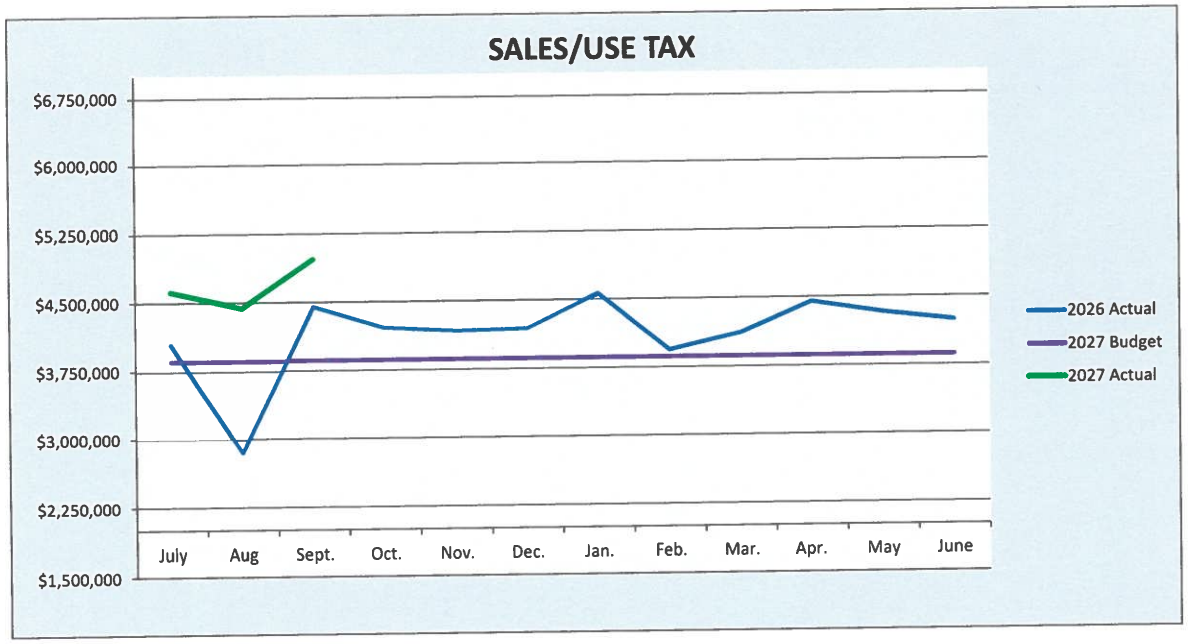
3. Attached please find a **flyer** regarding **Flu Vaccine Clinic** on **October 13 & 14, 2026** provided by **Human Resources Director Wasson**.

4. Attached please find a **flyer** regarding **Chamber Luncheon** on **October 13, 2026** at **11:30 a.m.** at **Cam-Plex Energy Hall** provided by the **Campbell County Chamber of Commerce**.

5. Attached please find a **flyer** regarding a **Ribbon Cutting Ceremony** on **October 13, 2026** at **4:30 p.m.** at the **Energy Capital Sports Complex**.

MC/adw


GENERAL FUND SALES TAX ACTIVITY-FY 2026/27
$3,125,000
$2,750,000
$2,375,000
$2,000,000
$1,625,000
$1,250,000
July
Aug
Sept.
Oct.
Nov.
Dec.
Jan
Feb.
Mar.
Apr.
May
June
GF Budgeted Sales Tax
GF Actual Sales Tax



	FY 2026 ACTUAL	FY 2027 ACTUAL	% CHANGE
July	$4,044,977	$4,614,558	14.08%
Aug	$2,850,458	$4,439,240	55.74%
Sept.	$4,449,805	$4,966,144	11.60%
Oct.	$4,213,405		-100.00%
Nov.	$4,173,463		-100.00%
Dec.	$4,190,234		-100.00%
Jan.	$4,561,866		-100.00%
Feb.	$3,937,067		-100.00%
Mar.	$4,116,006		-100.00%
Apr.	$4,448,128		-100.00%
May	$4,329,662		-100.00%
June	$4,238,005		-100.00%
TOTAL	$49,553,077	$14,019,942	-71.71%

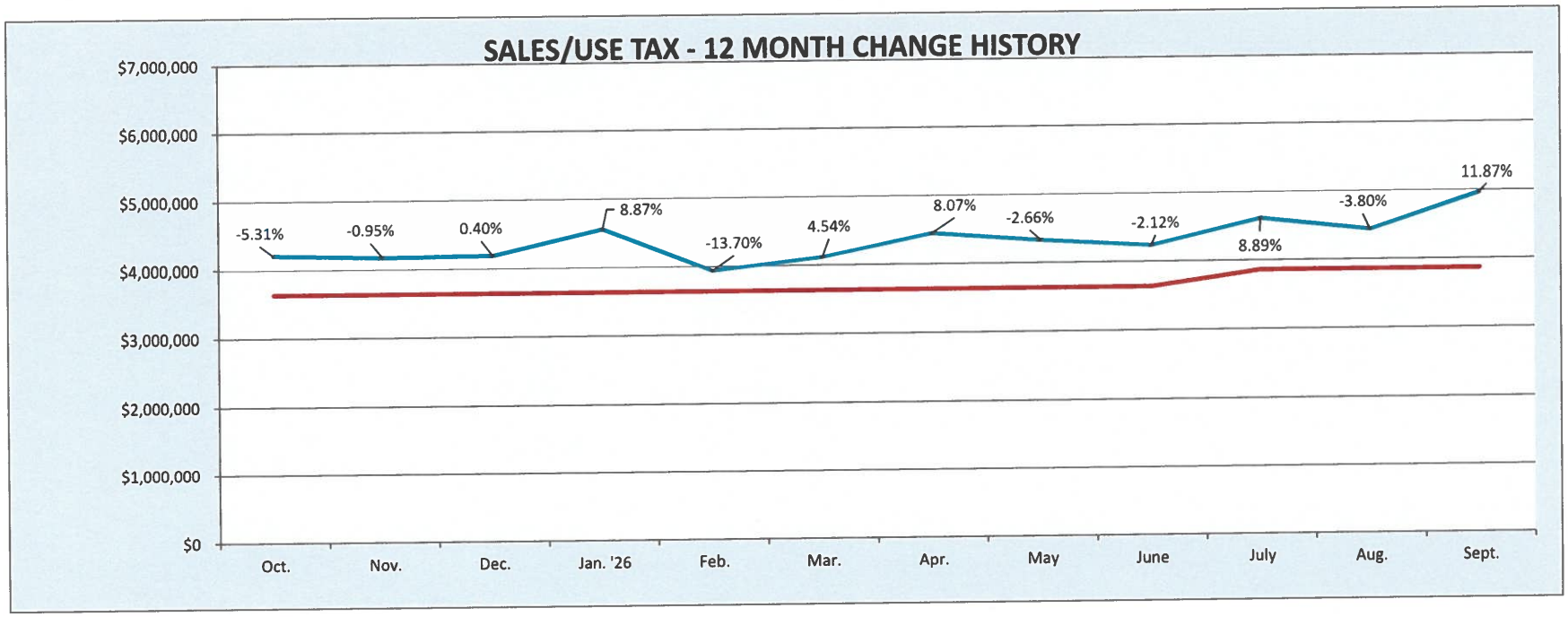
FY26 YTD	$11,345,240	23.58%
FY25 YTD	$12,686,889	10.51%
FY24 YTD	$14,416,332	-2.75%
FY23 YTD	$13,281,344	5.56%

YEAR TO DATE SALES TAX RECEIPTS (SEPTEMBER):

FY 2025	FY 2026	FY 2027
$12,686,889	$11,345,240	$14,019,942

YTD BUDGET
$11,590,909

% Over/(Under) Budget: 20.96%


SALES/USE TAX - 12 MONTH CHANGE HISTORY
$7,000,000
$6,000,000
$5,000,000
$4,000,000
$3,000,000
$2,000,000
$1,000,000
$0
-5.31%
-0.95%
0.40%
8.87%
-13.70%
4.54%
8.07%
-2.66%
-2.12%
8.89%
-3.80%
11.87%
Oct.
Nov.
Dec.
Jan. '26
Feb.
Mar.
Apr.
May
June
July
Aug.
Sept.

Campbell County Public Land Board Meeting

October 8, 2026 @ 6:30 PM **CAM-PLEX Board Room**

1. Call Meeting to Order and Introductions — Laura Chapman
2. Approval of Agenda — Laura Chapman
3. Consent Agenda — Laura Chapman
   - 3.1 Minutes – 09/10/2026 Regular Meeting (Attachment A)
   - 3.2 Warrants & Transfers (Attachment B)
4. Citizen Input — Laura Chapman
5. Staff Reports
   - 5.1. Executive Director — Aaron Lyles
   - 5.2. Operations — Aaron Beyerl
   - 5.3. Events — Chris Baker
   - 5.4. Finance — Wendy Balo
6. Board Process — Laura Chapman
   - 6.1. Operating Policy Update
   - 6.2. Bid Awards
     - 6.2.1. 2702 – Mid-Size SUV (Materials only)
     - 6.2.2. 2704 – Forklift (Materials only)
     - 6.2.3. 2705 – Chair Replacement (Materials only)
     - 6.2.4. 2706 – Table Replacement (Materials only)
     - 6.2.5. 2707 – EH Storefront Repair (Labor & materials)
     - 6.2.6. 2708 – Video Upgrade Phase 1 (Materials only)
     - 6.2.7. 2709 – Hydrovac Trailer (Materials only)
     - 6.2.8. 2710 – Riding Vacuum (Materials only)
     - 6.2.9. 2711 – Barn 2 Renovations (Labor & materials)
   - 6.3. 2027 NHSFR & 2027 PGI Project Updates, Budgets & Planning
7. MATTERS FOR NOTING
   - 7.1 Correspondence — Laura Chapman
8. Other Business
9. Board Calendar — Laura Chapman
   - November 12, 2026 @ 6:30 p.m. – CCPLB Regular Meeting - Energy Hall Conference Room
   - December 10, 2026 @ 6:00 p.m. – Commissioners Quarterly Meeting - Energy Hall Conference
   - December 10, 2026 @ 6:30 p.m. – CCPLB Regular Meeting - Energy Hall Conference Room
10. Adjourn — Laura Chapman

CCPLB MEETING MINUTES:
September 10, 2026

MEMBERS PRESENT: Laura Chapman, Derek Hensley, Micky Shober, Rocky Marquiss, Terry Leu, Brian Norstegaard, and Jake Boller
MEMBERS ABSENT: None
LEGAL COUNSEL & BOARD LIASONS PRESENT: J. David Horning - *Horning, Horning & McGrath*, Jerry Means - *County Commissioners Liaison*, Chris Smith - *City of Gillette Liaison*
STAFF: Aaron Lyles, Aaron Beyerl, Adam Schuff, Chris Baker, and Charis Grey
GUESTS: Terri Lyles

1. **CALL TO ORDER**
   Campbell County Public Land Board meeting was held on September 10, 2026, at the CAM-PLEX. The meeting was called to order by Board Chair Chapman at 6:30 p.m.

2. **APPROVAL OF CCPLB AGENDA**
   Motion: To approve the agenda.
   Moved: Jake Boller; **Second:** Rocky Marquiss; **Discussion:** None
   Vote: Passed Unanimously

3. **CONSENT AGENDA; APPROVAL OF WARRANTS (Attachment A, B, & C)**
   Motion: To approve the consent agenda.
   Moved: Micky Shober; **Second:** Brian Norstegaard; **Discussion:** None
   Vote: Passed Unanimously

4. **CITIZEN INPUT**
   None

5. **STAFF REPORTS**
   Executive Director
   Executive Director Lyles reported the Switchfoot & Hoobastank concert helped gain trust between CAM-PLEX and the community. He thanked Adam and his team, as well as Chris and his team, for all their efforts. The concert's budget report will be available at the October CCPLB meeting. Fizzbomb is on grounds and going well; however, there have been reports of a few incidents. More information will be forthcoming. An update on staffing was provided. Spirit Hall's ADA door access will be addressed next week.

   Operations
   Director Beyerl reported that the server upgrade for the HVAC system in Energy Hall and Heritage has been completed. Preparing bid packages for the October meeting. A few departments are short-staffed; however, they are maintaining operations. Maintenance is working on the Crow's Nest at Wrangler Arena.

   Events
   Director Baker reported strong facility utilization across CAM-PLEX. Current events include the Jehovah's Witness Assembly, Lip Sync Battle, and Fizzbomb. Discussed recent and future CAM-PLEX events. Executive Director Lyles and Performing Arts Manager Tim Guernsey will attend the International Entertainment Buyers Association Conference early October. Two positions remain open in the Community Engagement Department.

DRAFT

Finance
Executive Director Lyles reported that Director Balo will complete the F-32 report by its September due date. The quarterly report will be available at the October meeting.

6. **BOARD PROCESS**

Operating Policy Update
Discussion: Executive Director Lyles distributed a draft of CAM-PLEX's Facility Operations Policy manual. The Board was asked to review the manual prior to the October regular meeting and provide any suggested amendments or approval.

Board Officer Election
Nomination and Motion: To elect Terry Leu as the Campbell County Public Land Board Secretary.
Moved: Jake Boller; **Second:** Brian Norstegaard; **Discussion:** None
Vote: Passed Unanimously

7. **MATTERS FOR NOTING**

Correspondence
Campbell County Land Board President Chapman and Executive Director Lyles met separately with representatives of the International Pathfinder Camporee. The group presented a letter notifying CAM-PLEX of the cancellation of Camporee in 2029. CAM-PLEX will retain the $125,000.00 deposit.

Citizen Letter – Mrs. Zable – Re: Heritage Theater Mezzanine Railings
Mrs. Zable, in a letter to Executive Director Lyles, expressing her concern regarding the lack of handrails in the Heritage Center Theater Mezzanine. Executive Director Lyles will contact Mrs. Zable to discuss the Mezzanine handrails and available options for her when attending events in the Heritage Center Theater.

8. **OTHER BUSINESS**

None

9. **BOARD CALENDAR**

Upcoming Board Meetings:
- October 8, 2026 - CCPLB Meeting/Regular @ 6:30 PM
- November 12, 2026 – CCPLB Meeting/Regular @ 6:30 PM

10. **ADJOURNMENT**

Meeting adjourned at 7:36 PM.
Motion: To adjourn.
Moved: Terry Leu; **Second:** Brian Norstegaard

Minutes Prepared By: Charis Grey Date: 09/22/2026

Minutes Approved By:
Campbell County Public Land board

Terry Leu, CCPLB Secretary **Date**

DRAFT

FLU vaccine clinic



Dates: **Tuesday, October 13, 2026**
7:00 - 10:00 am
City West Breakroom (North)

Wednesday, October 14, 2026
3:00 - 6:00 pm
City Hall, 2nd Floor Community Room Foyer

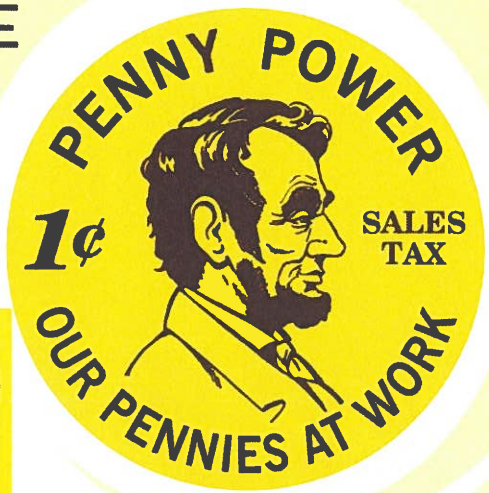
Cost: **FREE!** Sponsored by the City of Gillette Wellness Program.

Who: All City of Gillette Employees, Spouses & Dependent Children.
You do not need to be on the City's health insurance to participate.

If you or your dependent(s) are unable to make these dates/times, please contact Human Resources at 307-686-5222 for a flu vaccine voucher.
The deadline to get a voucher from Human Resources and use it at *Campbell County Public Health*, is Friday, February 26, 2027.

CHAMBER of COMMERCE
CAMPBELL COUNTY

WHERE DOES YOUR PENNY GO?



Come find out what this tax supports—and how Penny Power has served our community since 1976.

SUPPORTED BY CAMPBELL COUNTY SINCE 1976

SPEAKER SERIES

FEATURED SPEAKERS

Josh McGrath
Matt Walker

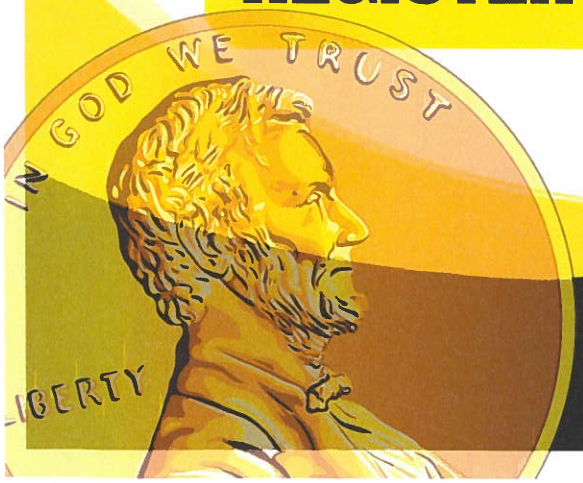
TUESDAY, OCTOBER 13, 2026

Registration at 11:30 AM

CAM-PLEX Energy Hall

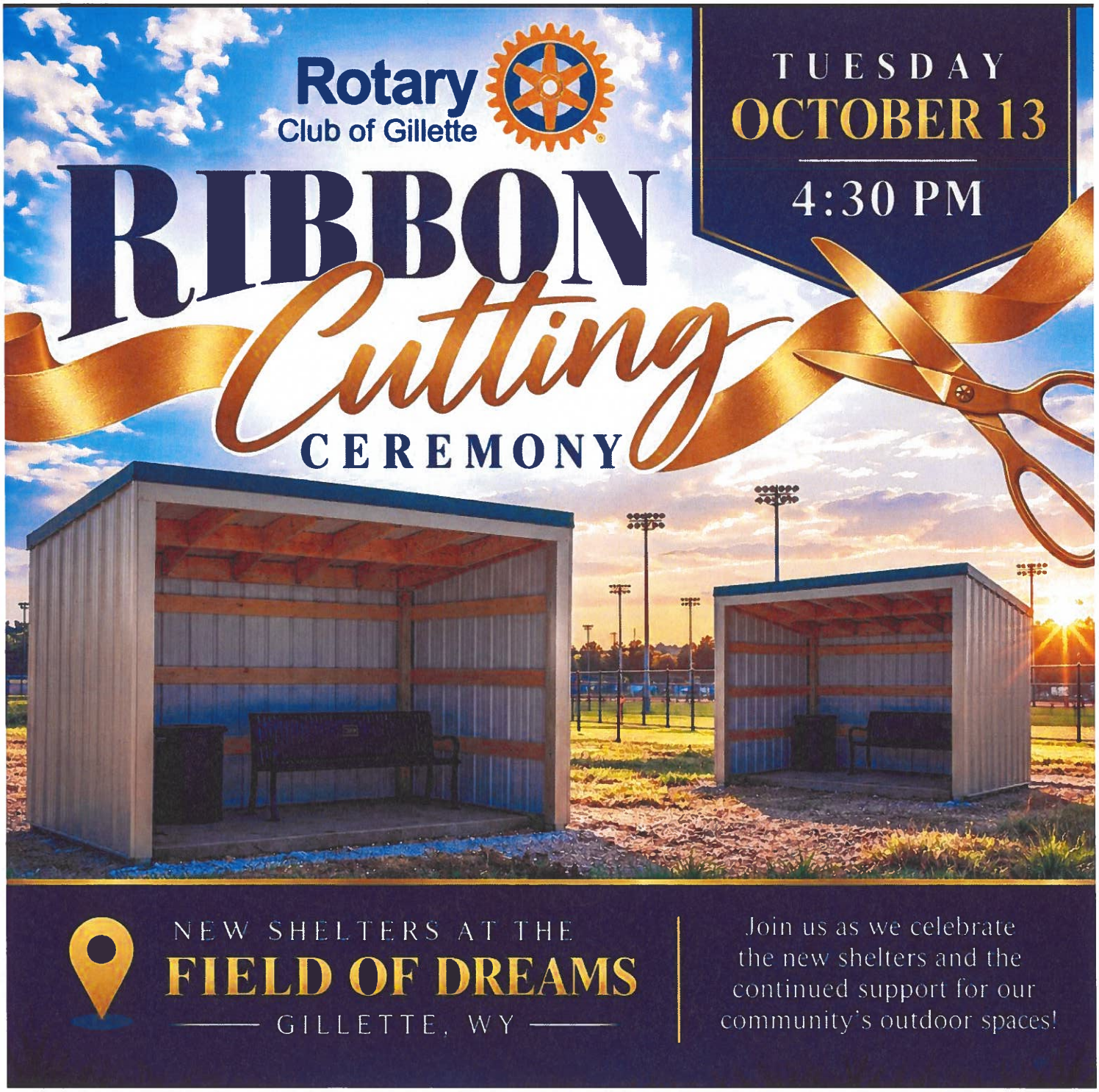
$30 per person

REGISTER TODAY



Sponsored by

CAM-PLEX


Rotary
Club of Gillette
TUESDAY
OCTOBER 13
4:30 PM
RIBBON
Cutting
CEREMONY
NEW SHELTERS AT THE
FIELD OF DREAMS
GILLETTE, WY
Join us as we celebrate the new shelters and the continued support for our community's outdoor spaces!